VISAYAS STATE UNIVERSITY PERSONAL DATA SHEET

For Job Order Workers

Print legibly. Mark appr	opriate boxes	vith " 🗹 " and us	e sep	arate sheet if n	ecessary.						
1. SURNAME	SIAIBIOIRIOISIOI I I I I I I I I I I I I I I I I										
FIRST NAME	C H E R R Y G R A C E										
MIDDLE NAME	D U R A N 2. NAME EXTENSION (e.g. Jr., Sr.) N/A										
3. DATE OF BIRTH (mm/dd/yyyy))	03/03/1995		11. PRESENT ADDR	ÆSS		-				
4. PLACE OF BIRTH	BRGY. IMELDA BAYBA	Y CITY LEYTE				BRGY. IMELDA BAYBAY CITY LEYTE					
5. SEX	☐ Male ☐ Fema	le									
6. CIVIL STATUS	owed		12. ZIP CODE		6521						
6. CIVIL STATUS		arated		13. TEL. NO./CEL. NO.		09685693695					
	☐ Annulled ☐ Othe	☐ Annulled ☐ Others, specify			D.	02-026769	9127-5				
7. CITIZENSHIP	FILIPINO	9. WEIGHT (kg)	51	15. TIN		330-645-131-000					
8. HEIGHT (m)	5'1	10. BLOOD TYPE	0+	16. PAG-IBIG ID NO	1211-7896-6590						
17. SPOUSE'S SURNAME	N/A				18. NAME OF CHILD (Write full name and list all)				DATE OF BIRTH (mm/dd/yyyy)		
FIRST NAME	N/A				N/A				N/A		
MIDDLE NAME	N/A										
19. HIGHEST EDUCATIONA	L ATTAINMENT	[] Elementary (Grade		/ Graduated)							
(Please check and unde	erline the specific)	[] High School (1st, 2r	4th, Graduated)								
		College (1st, 2nd, 3 Degree: Agribusiness r									
20. CAREER SERVICE ELIGIBILITY		Professional	Sub-Profession	onal Others, Specify: _			Specify:				
21. WORK EXPERIENCE INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)		E	DEPARTMENT / AGENCY / OFFICE COMPANY /PROJECT (Write in full)			SALARY (Daily or Monthly)	STATUS OF APPOINTMENT (Perm/Temp/ Job Order)	GOVT SERVICE (Yes / No)	
98/15/2016	To 05/02/2021	DOCUMENT CONTROLLER			ARQUEE CORPORATION 16000			16000	REGULAR	I	
100 (NO 400) (Delover 1					GOLDEN GATE EXPRESS				TEMPORA	N/A	
12/09/2022	08/22/2023	STATION S	UPER'	VISOR	SERVICES			10000	RY	N/A	
08/22/2023	PRESENT	ESENT CLERK			VISAYAS STATE UNIVER			13000	JO	YES	
22.											
(i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)		Proficiency Highly Skilled Ave			(Please check)			ir	REMARKS		
COMPUTER LITERACY									-		
TYPING SKILLS											
CLERICAL AND ORGANIZATIONAL SKILLS					,						
WRITTEN AND ORAL COMMUNICATIONS											
23.	UNICATIONS	INCLUSIVE DATE	TENDANCE	1							
RELEVANT TRAININGS SEMINAR/WORKSHOP ATTENDED (Write in full)		INCLUSIVE DATES OF AT (mm/dd/yyyy)		TENDANGE	NUMBER OF	HOURS		CONDUCTED/ SPONSORED BY (Write in full)		RED BY	
		From		То	HOWBER						
ON THE JOB TRAINING (BANANA PLANTATION)		01/12/2015	01/30/2016		300 HRS		ALBASI CORPORATION				
LIVESTOCK AND TILAPIA PRODUCTION SEMINAR		10/08/2014		10/08/2014	4 HRS	3	DEPART	MENT OF ANIMAL S	DIENCE		
THE 5S REVOLUTION FOR CLERKS AND HEADS AT VISAYAS STATE UNIVERSITY ORIENTATION AND GUIDELINES AND PROCEDURE ON PROCESS/ SERVICES UNDER		11/29/2023	9/2023 11/2		8 HRS		VISAYAS STATE UNIVERSITY				
		2/23/24	2/23/24		8 HRS		VISAYAS STATE UNIVERSITY				
ASO FROM POLICY TO PRACTICE: EODB, DPA OF 2012,		07/29/24	29/24 07/29/24		8 HRS	3	VISAYAS STATE UNIVERSITY			,	
AND pia REORIENTATION FOR VSU PERSONNEL ISO AWARENESS AND RE-AWARENESS SEMINAR				09/09/2024	4 HRS		VISAYAS STATE UNIVERSITY				
ORIENTATION ON FINANCIAL MANAGEMENT TRANSACTIONS IN VSU		03/13/25		03/13/25			VISAYAS	AS STATE UNIVERSITY			
I hereby declare that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.											
24. COMMUNITY TAX CERTIFICATE NO ISSUED AT: Baybay City ISSUED ON (mm/dd/yy):											
SIGNATURE: DATE ACCOMPLISHED: (mm/dd/yyyy) 7920											